



CITY OF HOUSTON

Job Posting

Applications accepted

ALL PERSONS INTERESTED

Job Classification

ENVIRONMENTAL INVESTIGATOR III

Posting Number

PN# 103485

Department

Health & Human Services Department

Division

Environmental Health

Section

Bureau of Air Quality Control, Technical Services

Reporting Location

7411 Park Place

Workdays & Hours

M - F, 8 a.m. - 5 p.m.*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Oversees and performs comprehensive technical investigative work relative to the electrician, analysis and elimination or control of environmental pollutants and contaminants.

CORE FUNCTIONS

- Operates, calibrates and maintains air monitoring equipment at remote sites. Monitors chemical and microbiological aspects.
- Purchases equipment. Troubleshoots and makes minor repairs to instruments.
- Documents activities performed in monitoring.
- Participates in special assignments.
- Performs data validation and prepares data reports.

WORKING CONDITIONS

The position routinely requires lifting of moderately heavy items, such as typewriters or records boxes (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires a Bachelor's degree in Chemistry, Biology, Environmental Health Engineering or a closely related degree.

MINIMUM EXPERIENCE REQUIREMENTS

- Two years of pollution/environmental control experience are required.

MINIMUM LICENSE REQUIREMENTS

None

PREFERENCES

- Experience in preparing reports.
- Computer skills including Microsoft.
- Ability to communicate orally and in writing with precision.
- Ability to work closely and effectively with personnel in small group.

SELECTION/SKILLS TESTS REQUIRED

None

SAFETY IMPACT POSITION

☐ Yes ☒ No

This position is not subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

GRANT FUNDED POSITION

This position is dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidates qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 20
\$1,151- \$1,574 Biweekly \$29,926 - \$40,924 Annually

OPENING DATE

March 23, 2005

CLOSING DATE

OPEN UNTIL FILLED

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** TDD Phone Number (713) 837-9496.

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